

# ADOPTED

**MINUTES OF THE SATURNA ISLAND  
LOCAL TRUST COMMITTEE BUSINESS MEETING  
HELD ON THURSDAY, SEPT 26, 2013, AT 12:30 P.M.  
AT THE SATURNA RECREATION AND CULTURAL CENTRE  
104 HARRIS ROAD, SATURNA ISLAND, B.C.**

<b>PRESENT:</b>	<b>Ken Hancock</b>	<b>Chair</b>
	<b>Paul Brent</b>	<b>Local Trustee</b>
	<b>Pam Janszen</b>	<b>Local Trustee</b>
	<b>Gary Richardson</b>	<b>Island Planner</b>
	<b>Beverley Neff</b>	<b>Minute Taker</b>

There were nine (9) members of the public in attendance when the meeting began.

## **1. CALL TO ORDER**

The meeting was called to order at 12:35 p.m. Chair Ken Hancock acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. Trustees and staff were introduced.

## **2. APPROVAL OF AGENDA**

Planner Richardson reported that there were two late documents for agenda item 9.1: the Staff Report on SA-DVP-2012.1 and a letter from adjoining property owner, Ron Hall.

The agenda and addendum were approved by general consent.

### **2.1 Questions from Public on Agenda Items**

It was mentioned that the date of the Advisory Planning Commission meeting minutes under 5.4.1 needed to be changed to July 15, 2013.

## **3. COMMUNITY INFORMATION MEETING**

None

## **4. PUBLIC HEARING**

None

**5. PREVIOUS MEETINGS**

**5.1 Local Trust Committee Minutes**

**5.1.1** Adopted Minutes of June 6, 2013 Local Trust Committee Business Meeting

For information only

**5.2 Public Hearing Records and Community Information Meeting Notes**

None

**5.3 Section 26 Resolutions-without-meeting**

For information only.

**5.4 Advisory Planning Commission Minutes**

**5.4.1** Saturna Island Advisory Planning Commission Meeting Draft Minutes of July 15, 2013

For information only

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Follow-up Action Report**

Planner Richardson reported that all items were completed.

**7. DELEGATIONS**

None

**8. CORRESPONDENCE**

None

**9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

**9.1. SA-DVP-2013.1 (Angermeyer/Schachte)**

Planner Richardson explained that a subdivision application has been in process for some time and three different variances were needed if it were to proceed. He had received one set of comments in support

Resolution SA-LTC-35-2013

It was Moved and Seconded that the Saturna Island Local Trust Committee approve Development Variance Permit SA-DVP-2013.1 (Angermyer/Schachte).

**CARRIED**

**10. LOCAL TRUST COMMITTEE PROJECTS**

**10.1 Work Program Priorities**

Planner Richardson apologized that the minutes from the August 17, 2013 Community Information Meeting (CIM) and the comments from the Priorities Survey were not included in the agenda package.

Planner Richardson reported that they had received 107 survey responses and there was also a good turnout at the CIM. He gave an overview of the survey results and explained his recommendations.

Resolution SA-LTC-36-2013

It was Moved and Seconded that the Saturna Island Local Trust Committee Work Program be amended to place the Community Amenity Density Reserve review and amendment as the number one work program priority.

**CARRIED**

Resolution SA-LTC-37-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to prepare a staff report and some suggested wording regarding amending the Community Amenity Density Reserve and density provisions in the OCP to allow for a 10 to 20 lot/residence increase in the overall density on the island, for the purpose of holding the additional density in the Community Amenity Density Reserve.

**CARRIED**

It was clarified that the Official Community Plan (OCP) needs to be changed if this happens and the process includes a Public Hearing.

A discussion including the public followed which included, among others, the following points:

- That the applicant has to suggest a possible amenity, and then there is a Public Hearing and community response to the suggestion.
- There are advantages to the community defining in advance what would be considered suitable amenities.

- In the absence of an application it is difficult to define amenities, as they are specific to the situation.
- The planner will suggest some other acceptable amenities to add to those already in the OCP.

The public was invited to comment on the recommendations for Short Term Vacation Rentals (STVRs). The following issues were raised, among others:

- Is there really a shortage, some are empty a lot of the time.
- Some events like weddings and workshops require more accommodation than the island can provide.
- Billeting could fill the gap.
- The OCP allows STVRs now; it is the fee and process that stops the use of Temporary Use Permits to try out new ones.
- We need a clear position on STVRs.

Resolution SA-LTC-38-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to amend the Work Program to place STVR Review as the number two work program priority.

**CARRIED**

Resolution SA-LTC-39-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to prepare a staff report and draft wording regarding Short Term Vacation Rental guidelines for the Temporary Use Permit section of the Official Community Plan.

**CARRIED**

Resolution SA-LTC-40-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to comment on the option of reducing the fee for the processing and issuing of Temporary Use Permits and the possibility of reducing advertising costs.

**CARRIED**

Note - Chair Hancock called a break for the Community Stewardship Awards at 1:30 p.m.

Note - The meeting was called back to order at 2:00 p.m.

The meeting continued under item 10.1

Resolution SA-LTC-41-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to include an enabling policy for campgrounds along with the proposed Official Community Plan amendments.

**CARRIED**

Resolution SA-LTC-42-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to place the Review of Bed and Breakfast Policy and Regulation on the project list.

**CARRIED**

Resolution SA-LTC-43-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to contact the Saturna Island Tourism Association and inform them of the Bed and Breakfast regulations currently in place.

**CARRIED**

Resolution SA-LTC-44-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to amend the Work Program to place Secondary Suite Review as the number three work program priority.

**CARRIED**

Resolution SA-LTC-45-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to prepare a report regarding secondary suites.

**CARRIED**

Resolution SA-LTC-46-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to place Review of Affordable and Special Needs Housing on the project list.

**CARRIED**

Resolution SA-LTC-47-2013

It was Moved and Seconded that the Saturna Local Trust Committee direct staff to move the review of the Land Use Bylaw to the project list.

**CARRIED**

## 11. REPORTS

### 11.1 Work Program Reports

The Work Program will be brought up to date with the preceding resolutions.

### 11.2 Applications Report

Angermyer Development Permit SA-DP-2013.1 will be on the November 14, 2013 agenda.

### 11.3 Expense/Budget Reports

#### 11.3.1 Trustee and Local Expenses

Presented for information.

#### 11.3.2 Budget Requests

##### Resolution SA-LTC-48-2013

It was Moved and Seconded that the Saturna Local Trust Committee approve and forward the draft 2014-15 Local Trust Committee Project Budget submission to the Financial Planning Committee as presented.

**CARRIED**

It was decided to schedule at least one additional meeting in 2014.

### 11.4 Bylaw Enforcement

#### 11.4.1 LTC Pilot Project – Memo Proactively Enforcing Illegal Structures on the Foreshore

Trustee Janszen explained that Trust Council decided that education, not enforcement, was the way to go.

### 11.5 Policies and Standing Resolutions Report

Presented for information.

### 11.6 Saturna Island LTC Web Page

Staff was directed to update the webpage by:

- adding the updated Work Program top priorities and projects list to the News section
- adding variance permit SA-DVP-2013.1 (Angermeyer/Schachte) under Applications
- adding a link to the Green Shores information

## 11.7 Chair's Report

Chair Hancock spent the last week at the Union of British Columbia Municipalities (UBCM) meetings. He reported that the Islands Trust gave a workshop on derelict vessels; there was no follow-up from last year's request to the federal government to do something about derelict vessels. A motion asking that they take the issue more seriously and consider implementing Washington State regulations and staffing was unanimously approved by UBCM. A Howe Sound Management Plan motion was approved as well. He found it inspiring to hear a talk by Stephen Lewis and spend an afternoon at the Truth and Reconciliation Commission. The Islands Trust supported a motion to that the provincial government establish a fund to help stabilize property taxes.

## 11.8 Trustee Reports

Trustee Brent spoke of being on Lasqueti Island for Trust Council. He was pleased they turned down a fee increase and said it was good to be there.

Trustee Janszen described the visit to Lasqueti Island, saying there was no ferry and no hydro, but a lot of creativity in dealing with issues. Their school costs \$60,000 a year to heat and light, so they have a project to switch it all to solar power. She was also impressed with their combination health unit and seniors' housing project called Last Resort. The next Trust Council is on December 3, 4, and 5 in Victoria.

## 12. OTHER BUSINESS

### 12.1. Next Business Meeting

The next meeting of the Saturna Island Local Trust Committee will be held at 12:30 pm, on November 14, 2013, at the Saturna Island Community Hall.

## 13. TOWN HALL MEETING

Chair Hancock opened the Town Hall meeting for comments and questions.

**John Hutchinson** suggested having a CIM to deal with priorities established today before the next regular meeting to give more information to the community and more feedback to LTC.

**Charles Reif** commented that secondary suites, self-contained living, might be used for affordable housing or STVRs and so may work against affordable housing.

**Beverly Vreeswyk** was concerned that those who need affordable housing might be forced to move out for STVRs.

**Janet Land** said there was a difference between people who live here having secondary suites and those who live away. Important for LTC to look at what their mandate is: to preserve and protect this local community. She remarked that the LTC does not have a mandate to encourage building and increase the island population.

**Louise Peramaki** wanted clarification of what 10-20 residences/lots meant. Did it mean a total of 40? And did the Trustees have a broad view of where the density would be allowed?

**John Money** remarked that site coverage and setbacks would determine how much density could be on a property.

**14. ADJOURNMENT**

Resolution SA-LTC-49-2013

It was Moved and Seconded that the meeting be adjourned at 3:23 p.m.

**CARRIED**

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**RECORDER**

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**CHAIR**